

# State of New Hampshire



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## FY 2003 State Homeland Security Grant Program – Part II

### CRITICAL INFRASTRUCTURE PROTECTION REIMBURSEMENT

The U.S. Department of Homeland Security (DHS), Office of Domestic Preparedness (ODP) has awarded the FY 2003 State Homeland Security Grant Program to New Hampshire to address the equipment, training, planning and exercise needs of state and local emergency first responders as well as to pay for costs associated with *increased security measures* at critical infrastructure sites during the hostilities with Iraq (March 14-April 16, 2003), for the period of heightened terror alert declared by Department of Homeland Security May 20-30, 2003, and for future periods of heightened threats. New Hampshire's Department of Safety (DOS), is the State Administrative Agency for this funding. New Hampshire's Critical Infrastructure Protection Allotment from FY 2003 Part II is \$ 2,023,000. 50% of this funding must be provided to local communities.

Funds not used to cover costs of heightened security at critical infrastructure sites during the periods defined above may be retained through the end of the award period for use in conjunction with future periods of heightened threat. The Federal Department of Homeland Security, should these arise, will provide guidance on the use of funds for future periods of heightened threat.

### ELIGIBLE RECIPIENTS

State, Local and Tribal Governments as well as quasi-municipal utilities are eligible for reimbursement under this funding. Only Critical Infrastructure as defined in Appendix A by U.S. Department of Homeland Security will be considered at this time. Please contact Pam Urban-Morin at 603-271-7033 for more information.

### AUTHORIZED PROGRAM EXPENDITURES

Funds provided as part of the FY 2003 SHSGP II may be used for:

- 1) PUBLIC SAFETY AGENCY OVERTIME COSTS – BOTH SWORN & CIVILIAN;
- 2) CONTRACT SECURITY PERSONNEL COSTS;
- 3) STATE-ORDERED NATIONAL GUARD DEPLOYMENTS REQUIRED TO AUGMENT SECURITY AT CRITICAL INFRASTRUCTURE DURING THE PERIOD OF HOSTILITIES WITH IRAQ AND FUTURE PERIODS OF HEIGHTENED THREAT.

Guidance on the use of funds or future periods of heightened threat, should these arise, will be provided to each grantee by the Department of Homeland Security. A list of critical infrastructure eligible for security funding support is attached in Appendix A.

### **UNAUTHORIZED PROGRAM EXPENDITURES**

Critical Infrastructure Protection: The Federal Department of Homeland Security Grant funds defined and awarded under this program may not be used to pay for enhanced security costs incurred **prior** to March 17, 2003, **or after** April 16, 2003. The additional eligible time frame for eligible cost consideration includes May 20-May 30, 2003. No other periods are eligible for consideration at this time and will not be considered.

### **REIMBURSEMENT TIMELINE**

October 1, 2003

**Deadline** for entities to submit signed original agreement packages to NH DOS for reimbursement. Agreement packages received after this date cannot be guaranteed reimbursement.

### **REIMBURSEMENT PACKAGES**

Entities will be required to submit a complete reimbursement package including the following:

- 1) Agreement between NH DOS and entity signed by CEO/Chief Elected or NH RSA entitled/authorized official to certify costs. See Appendix B
- 2) Overview of Overtime associated with increased security measures at defined critical infrastructure sites during the hostilities with Iraq and for future periods of heightened threats. **See Appendix C.**
- 3) Overview Backup:  
Public Employees: Payroll reports including a breakdown of dates, employee names, employee overtime amounts. If fringe rate is charge, include a breakdown of the fringe rate.  
Private Security: Vendor invoices will be submitted for allowable contract security personnel costs. Invoices must contain a breakdown of dates, number of personnel and rate of reimbursement.

Each entity will submit one package of original documents including all of its public safety agencies. Reimbursement requests must be submitted in accordance to the approved format and with the required backup. Incomplete packages or those not conforming to the format will be returned unpaid to the submitting entity. NH DOS will process reimbursements after the review and acceptance of reimbursement package inclusive of final approval by the U.S. Department of Homeland Security. Reimbursements will be pro-rated in the event the requests **exceed** available funding.

Mail Package to:

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